

Request for Sponsorship

Date: [Insert Date]

Dear [Sponsor's Name],

We are excited to announce our upcoming Charity Ball, taking place on [Insert Date] at [Insert Venue]. This annual event brings together community leaders, philanthropists, and dedicated supporters of [Your Non-profit Organization's Name] to raise funds for [describe purpose, e.g., educational programs, health initiatives].

We are seeking sponsorship from esteemed organizations like yours to make this event a success. As a sponsor, your company will be prominently featured in our event marketing, including:

- Your logo on event materials
- Recognition during the event
- Social media shout-outs

By partnering with us, you will not only help make a significant impact on the lives of those we serve but also enhance your company's visibility in the community.

We would be honored to have [Sponsor's Company Name] as a sponsor at our Charity Ball. Please find attached our sponsorship package outlining the various levels of support available, along with the associated benefits.

Thank you for considering this opportunity to make a difference. I would be happy to discuss any questions you may have or further explore how we can work together.

Best regards,

[Your Name]

[Your Title]

[Your Non-profit Organization's Name]

[Your Contact Information]